

ASSIGNMENT 3

Textbook Assignment: "Foodservice Management," pages 13-1 through 13-25.

- 3-1. When necessary, heads of supply departments or commanding officers may supplement procedures that conflict with those that are contained in the NAVSUP P-486.
1. True
 2. False
- 3-2. As a leading MS, you may consult which of the following sources for detailed information on getting the maximum use of your foodservice personnel and resources?
1. NAVSUP P-421
 2. NAVSUP P-486
 3. NAVSUPMAN 39619
 4. NMPCINST 1080.1
- 3-3. General mess (GM) organization and purpose require the efficient arrangement of personnel using what criteria?
1. Experience
 2. Function
 3. Individual desire
 4. Rank
- 3-4. As the leading MS, you should have access to GM records to accomplish all EXCEPT which of the following tasks?
1. Record GM financial transactions
 2. Conduct inventories of food items
 3. Determine provisions requirements
 4. Prepare correspondence and reports
- 3-5. In the chain of command of a typical GM, the records keeper comes directly under what person?
1. Supply officer
 2. Food service officer
 3. Leading petty officer
 4. Galley watch captain
- 3-6. Situational feeding requires that your GM possess which of the following resources?
1. An established routine
 2. A flexible operation
 3. A speed line
 4. A supplemental allowance
- 3-7. An individual is entitled to a special meal under which of the following circumstances?
1. When required to work through normal meal hours
 2. When on the ship's weight control program
 3. Whenever the day is a holiday
 4. Whenever the ship is at battle stations
- 3-8. When at battle stations for extended periods of time, and neither the galley nor enough MS personnel are available, the crew should be fed in what manner?
1. By issuing special meals
 2. By using meals, ready-to-eat (MRE) rations
 3. By waiting until battle stations are secured
 4. By using premade box lunches

- 3-9. Meals received by officers from a GM during battle feeding situations are accounted for in what manner?
1. By documenting the meals as special meals
 2. By absorbing the meals as a loss to the GM
 3. By requesting a supplemental allowance reimbursement
 4. By charging regular meal rates as stated in NAVSUPINST 4061.9
- 3-10. Before destitute survivors of disasters can be fed in Navy GMs at sea, the commanding officer must first make which of the following determinations?
1. The survivors have personal funds
 2. The survivors are military
 3. The survivors are U.S. citizens
 4. The survivors are in fact destitute
- 3-11. The code used on the NAVSUP Form 1357 to designate the type of personnel receiving rations as disaster survivors is represented by what number?
1. 15
 2. 14
 3. 13
 4. 12
- 3-12. When you are unable to collect from individuals fed under disaster or emergency situations ashore, reimbursement may be obtained from all EXCEPT which of the following organizations?
1. NAVFSSO
 2. Navy Relief
 3. The American Red Cross
 4. TYCOM
- 3-13. Before multiple ships or stations can support catastrophic disasters ashore by providing emergency feeding, a directive declaring that an emergency exists must be issued by what person?
1. Area commander
 2. Governor of the state
 3. U.S. President
 4. Secretary of the Navy
- 3-14. Detailed information on the administration of private messes afloat is provided by what publication?
1. NAVSUP P-421
 2. NAVSUP P-485
 3. NAVSUP P-486, volume I
 4. NAVSUP P-486, volume II
- 3-15. The Navy food management teams (NFMTs) are directly responsible to what person or organization for performance of their mission?
1. BUPERS
 2. CNO
 3. NAVFSO
 4. SECNAV
- 3-16. Which of the following functions is part of the NFMTs' mission?
1. Establishing foodservice regulations
 2. Establishing accounting procedures
 3. Imparting programs of instruction to BQs ashore
 4. Instilling management awareness in responsible foodservice personnel
- 3-17. To gain the maximum benefits, a NFMT visit usually lasts for what specific number of weeks?
1. 1
 2. 2
 3. 3
 4. 4

- 3-18. For what reason should a NFMT visit NOT be requested for a newly commissioned ship before its shakedown period?
1. The ship has new equipment and top quality personnel
 2. The ship is not yet equipped to fund such a visit
 3. The ship does not have an operating mess
 4. The ship cannot gain the maximum benefits from such a visit
- 3-19. NFMT assistance is also provided to officers' and chief petty officers' messes afloat.
1. True
 2. False
- 3-20. At the conclusion of a visit, the officer in charge of the team ultimately submits a summary of the visit to what person or organization?
1. Leading MS
 2. Supply officer
 3. NAVFSSO
 4. Area TYCOM
- 3-21. What source of information serves as a guide for all GM operations by outlining concrete actions that protect foodservice patron health and enhance satisfaction?
1. *The Manual of Naval Preventive Medicine*
 2. *The Navy Customer Service Manual*
 3. NAVMEDCOMINST 10110.1
 4. NAVSUPINST 4061.11
- 3-22. When you are conducting the weekly critique of the past week's menu, which of the following MSs should be in attendance?
1. The senior MSs of the watch preparing the past week's menu only
 2. The entire watch preparing the past week's menu only
 3. The senior MSs of both watches only
 4. The two complete watches
- 3-23. When you are guiding the requisitioning of supplies and controlling breakouts and inventories, what is the most effective management tool you can use?
1. The AFRS
 2. *The Federal Supply Catalog*
 3. Your experience
 4. Your planned menus
- 3-24. The NAVSUP Form 1343 is used to provide what information?
1. Foodservice suggestions
 2. Recipe acceptability levels
 3. Leftover documentation
 4. Meal attendance history
- 3-25. For the convenience of the crew, a foodservice suggestion box should be posted at which of the following locations?
1. At the entrance to the crew's lounge
 2. At the entrance to the supply office
 3. At the entrance to the galley
 4. At each GM exit
- 3-26. Comments should be removed from the suggestion box and reviewed by the FSO at what specific time(s)?
1. Once weekly
 2. After the evening meal only
 3. When a bad meal is served only
 4. After each meal

3-27. In providing GM customer service, you should treat the customer as just one of the crew so that no resentment may result.

1. True
2. False

3-28. When a suggestion is received requesting a response, the FSO should provide the response no later than what specific number of days after receipt?

1. 1
2. 2
3. 3
4. 4

IN ANSWERING QUESTIONS 3-29 THROUGH 3-31, SELECT THE FOOD ALLOWANCE DEFINED BY THE STATEMENT USED AS THE QUESTION.

3-29. The prescribed quantity of food due an individual, defined by components or monetary value.

1. Basic daily
2. Emergency
3. Special
4. Supplemental

3-30. The prescribed quantity of food, defined by quantity or monetary value, which, due to unusual or extraordinary circumstances, is required in addition to the normal allowance.

1. Special
2. Emergency
3. Basic daily
4. Supplemental

3-31. The prescribed quantity of food, defined by components, quantity, or monetary value, required when use of the normal allowance is insufficient.

1. Emergency
2. Supplemental
3. Special
4. Basic daily

3-32. The cost of food items used in preparing night meals is compensated for using what method?

1. Claiming additional ration credit
2. Using a special allowance
3. Using a supplemental allowance
4. Including in the total cost of issues to the GM

3-33. In what way are midrats different from night meals?

1. Midrats are offered to personnel not entitled to a full night's meal
2. Night meals are offered to personnel not entitled to midrats
3. Ration credit can be taken for midrats but not for night meals
4. Ration credit can be taken for night meals but not for midrats

3-34. The category of general-use combat meals is provided by what type of rations?

1. Rations prepared from on-hand stocks of perishable and semiperishable food items
2. Individually packaged rations
3. MRE rations
4. Long-range patrol (LRP) rations

3-35. Authorization to receive food items for picnics or recreation events may be granted by what officer?

1. Commanding
2. Executive
3. Food service
4. Supply

- 3-36. The term *rations-in-kind* is used to describe what category of meals?
1. Those fed to destitute disaster victims
 2. Those fed to nondestitute disaster victims
 3. Those furnished to enlisted personnel at government expense
 4. Those furnished to officers at government expense
- 3-37. Which of the following categories of personnel are NOT entitled to meals at government expense?
1. Prisoners of war
 2. Foreign government personnel not on invitational travel orders
 3. Retired military personnel confined to a hospital
 4. Reserve enlisted personnel in a duty status
- 3-38. The FSO is advised of the estimated number of personnel entitled to be fed daily in the GM by what person?
1. Commanding officer
 2. Duty officer
 3. Duty supply officer
 4. Executive officer
- 3-39. During at-sea periods, ration credit should be taken in what manner?
1. For each enlisted person attached to the ship only
 2. For each enlisted person on board at that time only
 3. For ship's company
 4. For those meals actually consumed
- 3-40. A ship that departs port at 1800 on June 1st, returns to port the next day to pick up squadron personnel, and then immediately departs again until mooring at 0800 on June 28th, should claim full ration credit for what specific number of days?
1. 25
 2. 26
 3. 27
 4. 28
- 3-41. Under which of the following conditions may full ration credit be taken aboard a ship during an in-port period?
1. The day is a holiday
 2. The ship is moored in a foreign port
 3. The ship is conducting simulated at-sea exercises overnight
 4. The status of the GM is under issue
- 3-42. A ship that departs port at 0800 on July 4th, crosses the 180th meridian from the East to the West, and then moors in port in Japan at 1200 on July 31st, should claim full ration credit for what specific number of days?
1. 26
 2. 27
 3. 28
 4. 30
- 3-43. The procedures used in accounting and estimating military feeding costs are based upon the policy established by what authority?
1. U.S. Congress
 2. U.S. Senate
 3. Assistant Secretary of Defense
 4. Assistant Chief of Naval Personnel

- 3-44. What form is issued to personnel for use as a meal pass?
1. NAVSUP Form 1105
 2. NAVSUP Form 1291
 3. NAVSUP Form 1292
 4. NAVSUP Form 1343
- 3-45. The different categories of personnel authorized to eat in GMS ashore can be distinguished by what characteristic of the meal pass?
1. Authorization signature
 2. Command emblem
 3. Color
 4. Size
- 3-46. Which of the following categories of personnel should be issued a meal pass identical to that of regular Navy personnel?
1. Naval Reserve enlisted personnel on active duty for training only
 2. Naval Reserve enlisted personnel on active duty
 3. Enlisted members of the U.S. Coast Guard
 4. Enlisted members of foreign governments with invitational travel orders
- 3-47. Individuals passing through the serving line more than once during the same meal should sign the Meal Signature Record each time.
1. True
 2. False
- 3-48. The duties of the messdeck master-at-arms (MDMAA), when not combined with those of the cashier, include performing which the following tasks relating to the Recapitulation of Meal Record?
1. Preparing the form each day
 2. Verifying the totals of each type of personnel listed
 3. Entering the total number of meals sold
 4. Checking cash sales to make sure credit sales are included in the count
- 3-49. In a mass or captive feeding situation, personnel being fed are accounted for in what manner?
1. Obtaining each individual's signature on the NAVSUP Form 1291
 2. Obtaining each individual's signature on the NAVSUP Form 1292
 3. Recording the total number in the group and obtaining the signature of the group leader on the NAVSUP Form 1291
 4. Recording the total number in the group and obtaining the signature of the group leader on the NAVSUP Form 1292
- 3-50. Letters of authority, authorization, and appointment applicable to operating the supply department are required to be maintained on file by what officer?
1. Commanding
 2. Food service
 3. Personnel
 4. Supply

- 3-51. Which of the following statements describes a letter of appointment?
1. CO's letter appointing a control officer for the handling and security of the Cash Meal Payment Book, DD Form 1544
 2. Mess treasurer's letter designating a person to approve issue requests for a private mess
 3. CO's letter appointing an assistant to the supply officer as the FSO
 4. CO's letter appointing the person authorized to receipt for food items
- 3-52. By constantly checking your food inventory, you will achieve which of the following objectives?
1. Ensuring proper stock rotation
 2. Eliminating unnecessary surveys
 3. Preventing an oversupply
 4. Each of the above
- 3-53. You should keep menu changes to a minimum for which of the following reasons?
1. To allow the junior MSs to become familiar with specific recipes
 2. To allow the crew time to adjust to the present menu
 3. To prevent nutritive damage to the crew
 4. To prevent an unbalanced load
- 3-54. During underway periods, when inventories point out stocks that are in either long or short supply, you should take which of the following actions?
1. Make temporary adjustments to the cycle menu
 2. Increase or decrease the portion size being served of the applicable food item
 3. Arrange to either offload or receive food items
 4. Each of the above
- 3-55. Food items that are issued to prepare the day's menu, but are not used, should be handled in what manner?
1. Considered free and used whenever needed
 2. Prepared and served on the following day
 3. Returned to the issue storeroom when it is time to inventory
 4. Returned to the issue storeroom at the end of the day
- 3-56. When spot inventories are conducted and minor discrepancies are revealed, the FSO should take which of the following actions?
1. Conduct an investigation
 2. Ensure all applicable records are adjusted
 3. Initial the inventory adjustment on the NAVSUP Form 335
 4. Notify the commanding officer
- 3-57. The basic rules for key security that apply to foodservice spaces are given in which of the following references?
1. *Afloat Supply Procedures*
 2. *Foodservice Operations*
 3. OPNAVINST 3120.32B
 4. OPNAVINST 5510.1H
- 3-58. When required, personnel not ordinarily authorized to have access to foodservice spaces must first obtain permission from what person?
1. Chief master-at-arms
 2. Duty officer
 3. Officer of the day
 4. Supply officer

- 3-59. Under which of the following circumstances, if any, may keys to supply spaces be taken from the ship?
1. When the custodian of the space goes ashore
 2. When the duty officer has a duplicate key
 3. When there is a duty supply petty officer
 4. Never
- 3-60. When a duplicate key is lost to a storage space and you still retain the original, you must take what action?
1. Get a new duplicate key made
 2. Inventory the contents of the storeroom
 3. Place a new lock in use
 4. Use the original until the duplicate is found
- 3-61. If recorded in writing, combinations to storage space locks must be sealed in an envelope, signed over the flap by both the custodian and the accountable officer in the presence of one another, and retained in a safe maintained by what person?
1. Accountable officer
 2. Commanding officer
 3. Executive officer
 4. Security officer
- 3-62. Whenever personnel enter a storeroom or other locked supply department space, they should take what action?
1. Post a watch outside the space
 2. Leave the lock disengaged on the staple and remove the key
 3. Lock the padlock on the staple and remove the key
 4. Take the lock and key into the space with them

IN ANSWERING QUESTIONS 3-63 THROUGH 3-66, SELECT THE LOCK GROUP ASSIGNED TO THE SPACES DESCRIBED BY THE QUESTION.

- 3-63. The ship's retail and clothing stores.
1. I
 2. II
 3. III
 4. IV
- 3-64. All supply department and general stores spaces, including storerooms.
1. I
 2. II
 3. III
 4. IV
- 3-65. The ship's service activities such as the barbershop.
1. I
 2. II
 3. III
 4. IV
- 3-66. Foodservice storerooms.
1. I
 2. II
 3. III
 4. IV
- 3-67. With the exception of lock group III, there must be what specific combination of keys capable of opening every lock in every group?
1. One grand master only
 2. Two grand masters only
 3. One grand master and one duplicate grand master only
 4. Two grand masters and two duplicate grand masters

- 3-68. All EXCEPT which of the following guidelines are used as key control procedures at ashore GMs?
1. No two spaces should have locks that can be opened with the same original and duplicate key
 2. The general key locker should be located in the supply office
 3. Duplicate keys should be kept in a general key locker
 4. When existing procedures do not satisfy local circumstances, the supply officer may establish alternate procedures
- 3-69. NAVFSSO establishes quarterly fixed prices for what specific purpose?
1. To use as the receipt price for each food item received
 2. To survey, transfer, or sell items to private messes
 3. To allow GMs to operate on a fixed ration allowance
 4. To determine the true value of the inventory on hand
- 3-70. When wardroom members are furnished meals from the GM, whether continually or just during in-port periods, what person is responsible for the collection and reimbursement for such meals?
1. Food service officer
 2. Disbursing officer
 3. Mess treasurer
 4. Records keeper
- 3-71. GM ashore cashiers authorized to collect payment for meals sold for cash are designated in writing by what person?
1. Commanding officer
 2. Disbursing officer
 3. Food service officer
 4. Mess treasurer
- 3-72. After a cash meal payment sheet has been completed and all totals inserted, the cashier signs and inserts his or her rate and the date, and then turns it in to what person?
1. Records keeper
 2. Food service officer
 3. Disbursing officer
 4. Control officer
- 3-73. During weekdays, funds held by the cashier more than the allowed change fund should be collected at what specific times?
1. The close of each meal
 2. The end of each day
 3. The morning of the next day
 4. The end of each week
- 3-74. Relating to the preventive maintenance system (PMS), the acronym MRC has what meaning?
1. Maintenance required condition
 2. Maintenance required completed
 3. Maintenance requirement canceled
 4. Maintenance requirement card
- 3-75. At a minimum, the FSO or a designated person should perform a PMS audit on at least one maintenance requirement (MR) at what specific frequency?
1. Daily
 2. Weekly
 3. Semiweekly
 4. Quarterly

COURSE COMPLETION/DISENROLLMENT FORM
(Refer to instructions in front of course)

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MESS MANAGEMENT SPECIALIST 1&C	82662
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NONRESIDENT TRAINING COURSE (NRTC)

NAVEDTRA NUMBER

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NAME, RANK, RATE, CIVILIAN

SSN

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☐ COURSE COMPLETION (Date _____)

YOU SHOULD RETAIN THE TRAINING MANUAL AND THE ASSIGNMENT BOOKLET IF THEY ARE NOT CLASSIFIED. If CLASSIFIED, submit the material to your command for proper disposition of CLASSIFIED material. A letter of satisfactory completion will be issued to you after your last assignment is received and processed. This form should be included when you send in the last assignment. If the training manual and NRTC courses are designated with distribution statements B, C, D, E, F, or X, and you decide to dispose of the material, you must destroy the material to prevent disclosure of contents or reconstruction of the document.

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In the event of disenrollment, submit this form to the address below with any unused ADP answer sheets. You need not return any other course material. If the course material is CLASSIFIED, you must submit the material to your command for proper disposition of CLASSIFIED material. If the training manual and NRTC courses are designated with distribution statements B, C, D, E, F, or X, and you decide to dispose of the material, you must destroy the material to prevent disclosure of contents or reconstruction of the document.

☐ OTHER REASON (Specify) :

PRIVACY ACT STATEMENT

Under authority of Title 5, USC 301, information regarding your military status is requested to assist in processing your comments and prepare a reply. This information will not be divulged, without written authorization, to anyone other than those within 000 for official use in determining performance.

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THIS FORM MAY BE USED TO SUGGEST IMPROVEMENTS, REPORT COURSE ERRORS, OR TO REQUEST HELP IF YOU HAVE DIFFICULTY COMPLETING THE COURSE.

FROM: _____ Date _____
SSN _____
NAME (Last, first, M.I.)
RANK, RATE, CIVILIAN

STREET ADDRESS, APT #

ZIP CODE _____
CITY, STATE

To: COMMANDING OFFICER
NETPMSA CODE 0313
6490 SAUFLEY FIELD RD
PENSACOLA FL 32509-5237

Subj: MESS MANAGEMENT SPECIALIST 1 & C, NAVEDTRA 82662

1. The following comments are hereby submitted:

PRIVACY ACT STATEMENT

Under authority of Title 5, USC 301, information regarding your military status is requested to assist in processing your comments and prepare a reply. This information will not be divulged, without written authorization, to anyone other than those within DOD for official use in determining performance.

. (Fold along dotted line and staple or tape).

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DEPARTMENT OF THE NAVY

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TITLE _____ NAVEDTRA _____

NAME _____ ADDRESS _____
Last First Middle Street/Ship/Unit/Division, etc.

RANK/RATE _____ SOC. SEC. NO. _____ City or FPO State Zip
DESIGNATOR _____ ASSIGNMENT NO. _____

☐ USN ☐ USNR ☐ ACTIVE ☐ INACTIVE OTHER (Specify) _____ DATE MAILED _____

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59	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
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66	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
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72	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
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74	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
75	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

